



Department of Permitting Services **BULLETIN**

255 Rockville Pike, 2nd Floor, Rockville, Maryland 20850

MECHANICAL PERMIT

Effective February 3, 2003, the Department of Permitting Services will begin issuing Mechanical Permits. A mechanical permit is required to erect, install, enlarge, alter, repair, remove, convert, or replace a mechanical heating, ventilating, and air-conditioning system, the installation of which is regulated by the International Mechanical Code, International Fuel-Gas Code, or the International Residential Code, as appropriate.

The mechanical permit will be required for buildings for which a building permit is applied for on or after February 3, 2003, and for all equipment replacements after that date.

Building permits for which application has been made before February 3, 2003, do not require a mechanical permit.

For more information, and for help with such questions as,

- When do I need a mechanical permit?
- Who may obtain a mechanical permit?
- What is the minimum permit fee?
- What projects do not require a mechanical permit?
- What is the application process?
- How do I schedule an inspection?

please visit the County's web site at:

<http://permits.emontgomery.org>

click on "Building Construction",
then click on "Mechanical Permit".

For general questions about permitting processes or procedures, please contact Permitting Services Manager Sandra Kaiser, Division of Casework Management, at sandra.kaiser@co.mo.md.us or 240-777-6283.

For additional help on code or inspection questions, please contact Permitting Services Manager Phil Waclawski, Division of Building Construction at phil.waclawski@co.mo.md.us or 240-777-6228.